2005 Practical Index to Property Tax Resources

12th Edition

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VERSION 6.0

Purpose: This index is intended to be a user-friendly, comprehensive supplement to SBE Property Taxes Law Guide Volumes 1 & 2, and includes references to selected Letters to Assessors, Attorney General Opinions, court cases, and other assorted citations. Every effort has been made to adapt the reference citations to the every-day language of the Assessor's staff and to cross-reference material in as many ways as possible.

References listed that are not in the PTLG are noted as such, or the reference is placed in [brackets].

Abbreviations: Abbreviations are defined in the last section of the Practical Index.

Errors and corrections: Any errors or omissions should be reported to the Property Tax Department, Assessment Policy and Standards Division, of the State Board of Equalization. You may call 916-445-4982, fax (916) 323-8765, or e-mail Lloyd.Allred@boe.ca.gov with that information. If a topic is not found where you expected it to be, let us know and we will consider it for future editions. We also welcome any criticisms, comments or suggestions you might offer.

- Note: A *Numeric Index* follows the Alphabetic Index. It may be helpful if you are searching for those laws that have specific day deadlines, dollar amounts of terms in years or months. Unfortunately, the Numeric Index is less comprehensive than the Alpha Index.
- Note: A *Practical Index of SBE Letters to Assessors* (LTA's) follows the Numeric Index (first added in the Jun 96, 2d edition).

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         2 Year Waiver Extension, Failure to Provide Data under 441(d) - R&T 441(h)
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         60 Day Filling Period From Date of Bill - R&T 75.31(c)
         60 Days from Assessor response to Informal Review, Filing Deadline- R&T 1603(d)
         90 Day Extension of Two Year Waiver - R&T 1641.2
         $1,000,000, Resident property with Value less than, Appraisal Report Restriction - R&T 80.1; V2-B&P 11319
         Administrative Law Judge, Hearing Officer Contracts - R&T 1636
         Administrative Remedy, Non-valuation Stipulation- V2-R&T 5142
         Affect of Controlling Litigation on Timely Hearing - Rule 309(c)
         Affect of Pending Legal Actions on Timely Hearing - Rule 309(c)
         Amendments to Application not duplicate filings - R&T 1603.5
         Appearance at Hearing, Failure to Appear - Rule 313(a)
         Appearance by,
                  Agent - R&T 1601 et seq., Rule 317
                  Applicant- R&T 1601 et seq., Rule 317
                  Corporation - R&T 1601 et seq.
                  Family Members - R&T 1601 et seq.
         Applicant's Value Opinion on Application not Binding at Hearing - R&T 1610.8
         Applicant's Value to Prevail after Two Years - R&T 1604, Rule 309(c)
         Application,
                  Amendments not duplicate filings - R&T 1603.5
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                  Claim for Refund - R&T 1604 (b)(1)
                  Destruction of - V2-Gov 25105.5
                  Due Date on Weekends/Holidays & Filing by Mail - R&T 166, 724, 1603(b)(4)
                  Duplicate, Clerk may Reject - R&T 1603.5
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General - R&T 80, 81, 620, 1603, 1605, 1612.5, 1612.7, 1622.6, 1636.5, Rule 305, 306, 308, LTA 91/53, 95/36, 03/015, 04/013, 04/026, 05/021, 05/030

Hearing Officer, by- R&T 1622.6, 1636.5; Rule 308.6

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Not Required for Reduction of BYV, El Dorado Palm Springs, Ltd. v. Board of Supervisors - R&T 1603 fn

(Appeals) (Application, cont.)

Reduction of Supplemental Roll, for - R&T 1603, 1605, LTA 91/53, 95/36

Signature Block Prescribed Language - R&T 1603(f)

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Appraisal Report Restrictions, Residential Prop under \$1,000,000 - R&T 80.1; V2-B&P 11319

Appraisal Unit,

Pipelines, Individual Right of Way or Segment in Dispute - R&T 401.8

Portions of, under Appeal - Rule 324(b)

Assessed Public Property - See SBE; Section 11 Property

Assessment and Review Outside Regular Period, Notice of - R&T 1605

Assessment Hearing Officers - R&T 1636-1641.5 (See also Hearing Officer)

Assessments of other Properties not to be Considered - R&T 1610.8 Footnote, (Evidence) Texaco v. LA County

Assessment Outside Normal Period, Judgment Error - R&T 1603, LTA 91/53, 95/36

Assessor Approval of Extension Deadline, Declines in Value - R&T 1603(d)

Assessor Required to Attend Hearing - R&T 1610.2

Assessor Response to Informal Review, Filing Deadline - R&T 1603(d)

Assessors' Right to Request Information From Applicant - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905

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Board Member Prohibited from Representing Taxpayers for Compensation - R&T 1624.3

Board Members,

5 Years Professional Experience Required - R&T 1624, 1624.05

Disqualification - R&T 1624.4, Rule 308.5

Documentation of Qualifying Experience - R&T 1624, 1624.05

Mandatory Training - R&T 1624.01-02

Objection to - R&T 1624.4, 1641.2

Qualification, Counties of less than 200,000 - R&T 1624

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Burden of Proof,

Escape Assessments - R&T 167

General - R&T 167, R&T 501 footnote, 1601 et seq., 1610.8 footnote, Rule 321

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Clerk of Board Approval of Extension Deadline, Declines in Value - R&T 1603(d)

Common/Multiple Ownership - R&T 1601 et seq.

Comparable Sale Evidence Content, Rule 4 must be Strictly Followed - Rule 4, LTA 94/41, Main & Van Karman Associates v. Orange County

Conclusions, Record & Transcripts - R&T 1611.5

Confidential Information - R&T 1609.6

Consolidation of - R&T 1604(c)(2)

Continuances - R&T 1609, Rule 323

Continuances, Failure to Provide Data under 441(d) - R&T 441(h)

Contracts with Office of Admin Hearings - R&T 1636

County Board of - See Appeals Board

Court Action on Decision Must Commence within 6 months - R&T 1615

Data later than 90 days after Lien Date - R&T 402.5, B of A v. County of Fresno

Deliberation in Private, by Board at Conclusion of Hearing - R&T 1604.5, Rule 313(i)(1)

Delivery of Roll to Auditor - R&T 1614

Duplicate Applications, Clerk may Reject - R&T 1603.5

Economic Unit, Pipelines, Individual Right of Way or Segment in Dispute - R&T 401.8

Economic Unit, Portions of, under Appeal - Rule 324(b)

Economic Unit Equalization if Escaped under R&T 469 Audit - R&T 1605(e)

Employees Application - R&T 1612.7

Employees Prohibited from Representing Taxpayers for Compensation - R&T 1612.5

Equalization Period - R&T 1604

Escape Assessments, Burden of Proof - R&T 167

Escape Per R&T 469 Audit Opens Review of Economic Unit - R&T 1605(e)

Evidence, Applicant's Value Opinion on App not Binding at Hearing - R&T 1610.8

Evidence, Comparable Sale Content, Rule 4 must be Strictly Followed - Rule 4, LTA 94/41, Main & Van Karman Associates v. Orange County

Evidence shall not include other Assessments - R&T 1610.8 footnote (Evidence) Texaco v. LA County

Evidence to be presented - See Footnotes to R&T 1610.8, Rule 313

Examination of Applicant - R&T 1620 et seq., Rule 316

Examination of Applicant before Stipulation - R&T 1607

(Appeals, cont.)

Examination, Waiver of - R&T 1607-1608

Exchange of Information - R&T 1606, Rule 305.1, B of A v. County of Fresno

Exchange of Information, Incomplete Compliance - Rule 309(c)

Exemptions, Board has no Jurisdiction to Grant or Deny - Rule 302(c)

Extension beyond Two Year Hearing Requirement - R&T 1604, 1641.2, Rule 309

Extension of Time for Hearing - R&T 1604, 1641.2

Extension of Time on Record, agreement to - R&T 1604(c)(1)

Extension of Two Year Waiver, 90 Day - R&T 1641.2

Extension of Two Year Waiver, Failure to Provide Data under 441(d) - R&T 441(h)

Failure to Appear at Hearing - Rule 313(a)

Failure to File CIOS, BPS or Building Permit, Burden of Proof - R&T 167

Failure to Provide Data under 441(d), Continuances - R&T 441(h)

Failure to Provide Data under 441(d), 2 Year Waiver Extension - R&T 441(h)

Failure to Provide Timely Notice - R&T 1603, LTA 91/53, 95/36, 03/015, 04/013, 04/026, 05/021, 05/030

Fee for Filing by Private Vendor not to be collected until filing complete - V2-B&P 17533.6, 17537.8, 17537.9; 39 USC 3001(h) & 3005

Filing by Mail, Deadline - R&T 166

Filing Date, County Offices Closed on Normal Date - R&T 1603(b)(4)

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Supplemental Assessments, for - R&T 1605, Rule 305

Findings of Fact - R&T 1611.5, Rule 308

Forms - R&T 80, 81, 620, 1603, 1603(f), 1605, 1622.6, Rule 305, 306, 308, LTA 91/53, 95/36

General - R&T 80, 81, 1601-2125, Rules 301-326, 401-412

Hearing Officers - R&T 1636-1641.5

Hearing on 4th Monday of Each Month - R&T 1604, 1606, Rule 309

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Hearing Officer (See also Hearing Officer),

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General - R&T 1636-1641.5

Prohibited from Representing Taxpayers for Compensation - R&T 1636.2

Value Limits - R&T 1637

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Increase in Value, Authority & Notice Requirement - R&T 1609.4, Rule 307(d), 313(f)

Informal Review Response, Affect on Filing Date - R&T 1603(d)

Information from Applicant, Assessors' Right to Request - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905

Inter-County Pipelines, must be filed for Individual Right of Way or Segment in Dispute - R&T 401.8.

July 2-September 15, Appeal Filing Period - R&T 1603, LTA 91/53, 95/36, 03/015, 04/013, 04/026, 05/021, 05/030

July 2-November 30, Appeal Filing Period - R&T 1603, LTA 91/53, 95/36, 03/015, 04/013, 04/026, 05/021, 05/030

July 2 First Day to File for Main Roll - R&T 1603, LTA 91/53, 95/36

Judicial Review - R&T 1610.8 footnotes

Jurisdiction of Board - R&T 1610.8 footnotes, Rule 302

Lack of Appearance at Hearing - Rule 313(a)

Legal Counsels - R&T 1620 et Seq., 1638, Rule 314

Lawsuit Settlement Sufficient as Notice of SBE Equalization Hearing Results - R&T 744

Local Board Jurisdiction & Functions - Rule 302

Market Value Less than Taxable, No New Base Year Value - Rule 305.5

Matters taken under Submission, at Conclusion of Hearing - Rule 313(i)(1)

Maximum # of Appeals Boards per County - R&T 1621

Meeting, Private, by Board at Conclusion of Hearing - R&T 1604.5, Rule 313(i)(1)

Member Disqualification, Clerk of the Board to Resolve Disputes - R&T 1624.4

Member Disqualification, Objection at earliest possible time - R&T 1624.4

Nature of Hearing - R&T 1605.4, Rule 313

Non-valuation issue, Stipulation to exhaust Admin. Remedy - V2-R&T 5142

(Appeals, cont.)

Not Allowed on Uncompleted Audit, *Apple Computer, Inc.* v. *Assessment Appeals Board* - R&T 1605 fn Notice of.

Assessment and Review Outside Regular Period - R&T 1605

Decision - R&T 1601 et seq., Rule 325

Decision Not to hold Hearing w/in 2 Year Period - R&T 1604(e)

Hearing - R&T 50-51, 1601-1605.6, 1610.8 footnote, 1620, Rule 307

Right to - R&T 75.31, 75.51, V2-R&T 2611.6

SBE Equalization Hearing Results, Lawsuit Settlement Sufficient as - R&T 744

Notification of Hearing, 45 days before - R&T 1605.6

Objection to Member - R&T 1624.4, 1641.2

Overcoming Presumption of Value after 2 Years - Rule 309(c)

Pipelines, must be filed for Individual Right of Way or Segment in Dispute - R&T 401.8

Penalties Issued by Assessor, Review by Appeals Board - R&T 1605.5

Pending, Relief of Penalties, by Board Resolution - R&T 4833.1, 4985.3

Post Lien Date Information, 90 Day Rule - R&T 402.5, B of A v. County of Fresno

Prescribed Language, Signature Block - R&T 1603(f)

Prehearing Conference - Rule 305.2

Private Meeting by Board at Conclusion of Hearing - R&T 1604.5, Rule 313(i)(1)

Presence of Assessor - R&T 1610.2

Presumption of,

Applicant's Value, Exceptions - Rule 309(c)

Applicant's Value if not Heard in 2 Years - Rule 309(c)

Base Year Value - R&T 80-81, Rule 305.5

Property Tax Administration Funding for Board of- R&T 95.3

Publication of Board Meeting Dates - R&T 1601

Quorum & Vote Required - R&T 1601, 1620, 1622.5, 1622.6, Rule 311

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Recording of Hearing - R&T 1611, Rule 312

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Relief of Penalties, by Board Resolution - R&T 4833.1, 4985.3

Request for Findings - R&T 1611.5, Rule 308

Request for Information, Assessors' Right to - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905 Request for Transcript - R&T 1611

Residential Properties under \$1,000,000, Appraisal Report Restrictions - R&T 80.1; V2-B&P 11319

Restrictions on Private Vendor/Tax Rep Filing Solicitations - V2-B&P 17533.6, 17537.8, 17537.9; 39 USC 3001(h) & 3005

Review of Penalties issued by Assessor - R&T 1605.5

Right to, Notice of - R&T 75.31, 75.51, V2-R&T 2611.6

SBE, Filing by Proper Parties - V1-HPR 5070

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Signature Block Language, Prescribed - R&T 1603(f)

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Solicitations for Filing, Required Statements & Format of - B&P 17533.6, 17537.8, 17537.9, 39 USC 3001(h) & 3005

Solicitations, Vendor Filing, Restrictions on - B&P 17533.6, 17537.8, 17537.9, 39 USC 3001(h) & 3005

Statement of Corrections to Auditor - R&T 1614

Stipulations,

Assessor, by - R&T 1607

Board Action - R&T 1607

Non-valuation issue to exhaust Admin. Remedy - V2-R&T 5142

Submission, Matters taken under, at Conclusion of Hearing - Rule 313(i)(1)

Subpoenas - R&T 1609, 1609.5, Rule 322

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Supplemental Assessment Filing Period,

12 Months after notice if stipulation to Judgment Error - R&T 75.31(c)(3)(B)

Within 60 Days of Date on Tax Bill or Postmark - R&T 75.31(c), 1605

Within 60 Days of Date of Notice - R&T 75.31(c), 1605

Supplemental Roll Application - LTA 91/53, 95/36

Tax Representative Solicitation Restrictions - V2-B&P 17533.6, 17537.8, 17537.9, 39 USC 3001(h) & 3005

Taxpayer & Board may agree to extension of time on record - R&T 1604(c)(1)

Taxpayer & Board may agree to waiver of time on record - R&T 1604(c)(1)

Timely Hearings & Exceptions - Rule 309

Transcript Request - R&T 1611

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Two Year Hearing Requirement - R&T 1604, Rule 309

Two Year Hearing Requirement, 90 Day Extension - R&T 1641.2

Two Year Waiver - R&T 1604, 1641.2, Rule 309

Uniform Standards of Appraisal Practice apply to Written Statements of Value - R&T 80.1; V2-B&P 11319

Unsecured Roll Changes, Auditor to Tax Collector - R&T 1651

Valuation Statements,

Auditor 2nd Monday Each month, to - R&T 1614

Copies to Controller/Sups - R&T 1649-1650

General - R&T 1647-50

Value Increase, Assessor's Authority & 10 Day Notice - R&T 1609.4, Rule 313(f), 307(d)

Vendor/Tax Reps, Filing Solicitation Restrictions - V2-B&P 17533.6, 17537.8, 17537.9, 39 USC 3001(h) & 3005

Waiver of Two Year Hearing Requirement - R&T 1604, Rule 309

Waiver of Two Year Hearing Requirement, 90 Day Extension - R&T 1604, Rule 309

Who May File Application - R&T 1603

Within 12 months of Notice, Judgment Error - R&T 1603(c), LTA 91/53, 95/36

Written Statements of Value made for Fee, Restrictions on - R&T 80.1; V2-B&P 11319

Written Stipulation - R&T 1607

Appeals Board - (See also Appeals; SBE),

2 Year Waiver - R&T 1604, 1641.2, Rule 309

2 Year Waiver Extension, Failure to Provide Data under 441(d) - R&T 441(h)

5 Year Professional Experience Required - R&T 1624, 1624.05

10 Boards per County Maximum - R&T 1621

60 Day Filling Period From Date of on Tax Bill or Postmark - R&T 75.31(c)

60 Days for Members to Receive Training - R&T 1624.01

60 Days from Assessor response to Informal Review, Filing Deadline- R&T 1603(d)

90 Day Extension of Two Year Waiver - R&T 1641.2

\$1,000,000, Residential property with value less than, Appraisal Report Restriction - R&T 80.1; V2-B&P 11319 Additional - R&T 1626.1

Administrative Law Judge, Hearing Officer Contracts - R&T 1636

Administrative Remedy, Stipulation on Non-valuation Issues - V2-R&T 5142

Affect of Pending Litigation on Timely Hearing - R&T 309(c)

Alternate Members - R&T 1622.5

Amendments to Application not duplicate filings - R&T 1603.5

Appeals Board. 10 Board Maximum - R&T 1621

Appearance at Hearing, Failure to Appear - Rule 313(a)

Appearance by Family Member - Rule 317

Applicant's Value Opinion on Application not Binding at Hearing - R&T 1610.8

Applicant's Value to Prevail after Two Years - R&T 1604, Rule 309(c)

Application,

Amendments not duplicate filings - R&T 1603.5

Due on Weekends/Holidays & Filing by Mail - R&T 166, 724, 1603(b)(4)

Duplicate, Clerk may Reject - R&T 1603.5

Prescribed Language, Signature Block - R&T 1603(f)

Reduced Assessment, for - R&T 80, 81, 620, 1603, 1605, 1622.6, Rule 305, 306, 308, LTA 91/53, 95/36

Appointment of Members - R&T 1622.1

Appraisal Report Restrictions, Residential Property under \$1,000,000 - R&T 80.1; V2-B&P 11319

Appraisal Unit, Pipelines, Individual Right of Way or Segment in Dispute - R&T 401.8

Appraisal Unit, Portions of, under Appeal - Rule 324(b)

Assessment Hearing Officers - R&T 1636-1641.5 (See also Hearing Officer)

Assessments of other Properties not to be Considered - R&T 1610.8 footnote (Evidence), Texaco v. LA County

Assessments outside normal Period, Judgment Error - R&T 1603, LTA 91/53, 95/36

Assessor Approval of Extension Deadline, Declines in Value - R&T 1603(d)

Assessor Required to Attend Hearing - R&T 1610.2

Assessor Response to Informal Review, Filing Deadline - R&T 1603(d)

Assessors' Right to Request Information From Applicant - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905

Attorney Fees - R&T 1611.6

Base Year Value Reduction, Application for - R&T 80, 81

Board of Supervisors as Members - R&T 1622.2

Burden of Proof - R&T 167, 501 footnote, 1601 et seq., 1610.8 footnote, Rule 321

Burden of Proof, Escape Assessments - R&T 167

Burden of Proof, under R&T 501 Assessment - R&T 501Footnotes

Chairman - Rule 310

Clerk of, Approval of Extension Deadline, Declines in Value - R&T 1603(d)

Clerk of, Duties of - CAC XIII-16, R&T 1628

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Comparable Sale Evidence Content, Rule 4 must be Strictly Followed - Rule 4, LTA 94/41, Main & Van Karman Associates v. Orange County

Conclusions, Record & Transcripts - R&T 1611.5

Confidential Information - R&T 1609.6

Consolidation of Appeals - R&T 1604(c)(2)

Continuances - Rule 323

Continuances, Failure to Provide Data under 441(d) - R&T 441(h)

Contracts with Office of Admin Hearings - R&T 1636

Corporations as Applicants - Rule 317

County, General - R&T 1601-1721, Rule 301-326

Court Actions to Commence within 6 months - R&T 1615

Creation of - CAC XIII-16, R&T 1620

Data 90 Days Past Lien Date - R&T 402.5, B of A v. County of Fresno

Definition - Rule 301

Deliberation in Private, at Conclusion of Hearing - R&T 1604.5, Rule 313(i)(1)

Delivery of Roll to Auditor - R&T 1614

Discontinuance - R&T 1626

Documentation of Qualifying Experience - R&T 1624, 1624.05

Duplicate Applications, Clerk may Reject - R&T 1603.5

Economic Unit.

Equalization if Escape under R&T 469 Audit - R&T 1605(e)

Pipelines, Individual Right of Way or Segment in Dispute - R&T 401.8

Portions of, under Appeal - Rule 324(b), R&T 1605(e)

Eligibility for - R&T 1624

Enforceably Restricted Land - R&T 1630

Equalization Period - R&T 1604

Escape Per R&T 469 Audit Opens Review of Economic Unit - R&T 1605(e)

Evidence.

Board not bound by Applicant's Value Opinion on App - R&T 1610.8

Comparable Sale Content, Rule 4 must be Strictly Followed - Rule 4, LTA 94/41, Main & Van Karman Associates v. Orange County

Not include other Assessments - R&T 1610.8 footnote (Evidence) Texaco v. LA County

To be presented - See Footnotes to R&T 1610.8, Rule 313

Examination of Applicants - Rule 316

Examination Required for Reductions in Value - R&T 1607

Exchange of Information - R&T 1606, Rule 305.1, B of A v. County of Fresno

Exchange of Information, Incomplete Compliance - Rule 309(c)

Exemptions, Board has no Jurisdiction to Grant or Deny - Rule 302(c)

Extension of.

2 Year Waiver, Failure to Provide Data under 441(d) - R&T 441(h)

Time for Hearing - R&T 1604, 1641.2

Two Year Waiver, 90 Day - R&T 1641.2

Extent of Jurisdiction - R&T 1610.8 footnotes, Rule 302

Failure to.

Appear at Hearing - Rule 313(a)

File CIOS, BPS or Building Permit, Burden of Proof - R&T 167

Provide Data under 441(d), Continuances - R&T 441(h)

Provide Data under 441(d), 2 Year Waiver Extension - R&T 441(h)

False Statements to - R&T 1610.4

Filing Date Extension by Board of Sups Resolution - R&T 1603(d)

Filing Date if County Offices Closed on Normal Deadline - R&T 1603(b)(4)

Filing Deadlines Falling on Saturdays and Sundays - R&T 166, 724, 1603(b)(4)

Filing Period,

Deadlines Falling on Weekends/Holidays & Filing by Mail - R&T 166, 724, 1603(b)(4)

General - R&T 80, 1603, 1603, 1604, 1605, Rule 305, 306, LTA 91/53, 95/36, 03/015, 04/013, 04/026, 05/021, 05/030

Supplemental Assessments - R&T 1605, Rule 305

Finality of Decisions - Rule 326

Finding of Facts - R&T 1611.5, Rule 308

Forms - R&T 80, 81, 620, 1603, 1605, 1622.6, Rule 305, 306, 308, LTA 91/53, 95/36 Hearing.

Extension of Time for - R&T 1604, 1641.2

Held within 2 Years & Waiver, to be - R&T 1604, 1606, 1641.2, Rule 309

Notice - R&T 50-51, 1601-1605.6, 1610.8 footnote, 1620, Rule 307

Procedure - Rule 313

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Hearing Officer (See also Hearing Officer),

General - R&T 1636-1641.5

Contracts with Office of Admin Hearings - R&T 1636

Value Limits - R&T 1637

Increases in Value, Assessor's Authority & 10 Day Notice - R&T 1609.4

Informal Review Response, Affect on Filing Date - R&T 1603(d)

Information from Applicant, Assessors' Right to Request - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905

Inter-County Pipelines, must be filed for Individual Right of Way or Segment in Dispute - R&T 401.8

Judicial review - R&T 1610.8 footnotes

July 2 as 1st Day to File Appeal for Main Roll - R&T 1603, LTA 91/53, 95/36

Jurisdiction & Functions - Rule 302, 1610.8 footnotes, 1614

Lack of Appearance at hearing - Rule 313(a)

Legal Counsel - V2-Gov 31000.7

Legislature to Provide Rules of Appointment/Removal - CAC XIII-16

Market Value Less than Taxable, No New Base Year Value - Rule 305.5

Matters taken under Submission, at Conclusion of Hearing - Rule 313(i)(1)

Maximum Number of Boards per County - R&T 1621

Meeting Dates, Counties over 4 Million - Rule 309

Meeting Dates, County of 4,000,000 - Rule 309

Meeting on 4th Monday of Each month - R&T 1604, Rule 309

Meeting, Private, by Board at Conclusion of Hearing - R&T 1604.5, Rule 313(i)(1)

Meets to Equalize Roll in 2nd-58th Class County, Date - R&T 1604

Members, 5 Years Professional Experience Needed - R&T 1624.05

Member(s),

Board of Supervisors - R&T 1622.2

Conflict of Interest - R&T 1624.2

Disqualification - R&T 1624.1, Rule 308.5

Disqualification, Clerk of the Board to Resolve Disputes - R&T 1624.4

Disqualification, Objection at earliest possible time - R&T 1624.4

Documentation of Qualifying Experience - R&T 1624, 1624.05

Eligibility for - R&T 1624

Objection to - R&T 1624.4, 1641.2

Qualifications, County of less than 200,000 - R&T 1624

Qualifications, County of 200,000 - R&T 1624.05

Replacement - R&T 1623.1

Term in Office - R&T 1623

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Defamation Action Liability - Nadel v. Regents of UC, Sanborn v. Chronicle Pub. Co. et al

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Corporate Records - V2-Corp 1506

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Qualifications for Election to include Appraisal Certificate - R&T 670 & 673, V2-Gov 24002.5

Racehorse Tax Return Forms Provided by 15 December - Rule 1045

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Report of New Mobilehome Owners To, by Last Day of Month, HCD - R&T 5841

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Information from Appeal Applicant - R&T 441(d), LTA 04/071, SBE v. Ceniceros Daily Journal DAR 3905 Information Supporting Enrolled Assessment - R&T 408(e)(2)

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State Income Tax Records, Inspection of - R&T 405 fn. (Extent of Assessor's rights), Lyon's v. Estes, [B&C 26453c]

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General Provisions - R&1 61-69.3, Rule 462.240 et al Grandparent/Grandchild - LTA 97/32 (See also Grandchild/Grandparent)

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Parent/Child Transfers - R&T 63.1, LTA 00/005, 03/018 (See also Parent/Child)

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Federal Deposit Insurance Corporation, as Taxable Entity - LTA 94/27, Lowry v. FDIC

Federal Farm Credit Act, of 1971 - R&T 64(b) Pub Law 92-181

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Federal Housing Finance Board (new name for Federal Home Loan Bank Board) - R&T 439.2

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Payment of Escape Assessment Tax Bills over \$500 - V2-R&T 4837.5

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Rate of, Failure to File Timber Tax Return - V1-Timber 38423

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Interests, Cable TV - See Cable Television

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Internal Revenue Service, Access to Assessor's Records - LTA 85/93, Atty Gen Opinion 84-1104 4/of 30Jul85, SBE 1989 SBE

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Exclusion, Builder's, from Supplemental Assessment - R&T 75.12

Hospital - LTA 90/45

Mobilehome Dealer's - R&T 5815

Probate, CIOS Filing at time Inventory & Appraisal filed with Court - R&T 480

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Land Leased to State for Parks/Recreation - V2-STATS 1969 Ch 1046

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Access to Assessor's Records - LTA 85/93, Atty Gen Opinion 84-1104 4/ of 30Jul85, SBE 1989 SBE Confidentiality Assmnt Practices Survey, pg. 13

Exemption Letters, Franchise Tax Board Letters in Lieu of, Welfare Exemption - R&T 214

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                  Lien on State Assessed Property Attaches - R&T 722
                  Taxes Become Lien on Property - V2-R&T 2192
         1983, 2 Year Appeal Hearing Limit Effective - Rule 309(b)
         1999, Sunset Date of 10 Appeal Board maximum - R&T 1621
         Cities/Districts Report Boundary Change to SBE - V2-Gov 54902
         Lien Date - V2-R&T 2192
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         Timberland Values Set - R&T 434.5
         To 1 June, Notice of Unitary Values Mailed - R&T 731
         To 30 June, Non-unitary Value Notice Mailed, SBE - R&T 732
January 2, SBE Property Statement Request to State Assessee - LTA 90/02
January 5, Account to Auditor for Money Collected - V2-R&T 2616
January 15,
         Airport Operators to Furnish Aircraft Owners List - R&T 5366
         Homeowners' Exemption Affidavit, Assessor to Mail By - R&T 255
January 16, Last Day 4 RR Car Owner 2 Request 3 Feb Presentation - LTA 90/03
January 25, Auditor to File Transactions/Receipts W/Tax Collector - V2-R&T 2616
January 31,
         HCD Reports New Mobilehome Owners to Assessors - R&T 5841
         Last Day to Complete RR Car Reassessment Hearings - V1-RR Car 11338
         Timber Tax Due for 1 Oct-31 Dec Period - V1-Timber 38401
January 1993, Storm Disaster relief, Certification of Reduction - R&T 196.61-.63
January 2005, Homeowners' Exemption on Dwelling Damaged or Destroyed by Flood, etc. - R&T 218(h)
Jeffery Pine - Rule 1021
Jeopardy Assessment, Railroad Car (See also Railroad Car Tax),
         Railroad Car, Delinquent Tax - V1-RRCar 11354
         Railroad Car, Notice of - V1-RRCar 11352
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         Hearing Request - V1-Timber Tax 38345
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         Change in Ownership - Rule 462.040
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         Creation/Transfer/Termination as CIOS - R&T 61, 65, Rule 462.040
         Transfer of Interests - R&T 61, 65, Rule 462.040
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         For Assignees, Railroad Car Tax - V1-RRCar 11557
         For Taxes, City, Satisfaction - V2-Gov 43063
         For Taxes, Timber Yield Tax - See Timber Tax Judgments
         Interest on, Railroad Car Tax - V1-RRCar 11576
         Summary, Unsecured Taxes - V2-R&T 3101
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Unsecured Taxes, Satisfaction of - V2-R&T 3107

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Judicial Review,

Assessment Appeals - R&T 1610.8 footnotes

Seizure & Sale of Prop for Unsecured Tax - V2-R&T 2954-56

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3rd Monday In, Applications to SBE for Review, County, Etc - R&T 1840

3rd Monday In, Local Board Meets in 2nd-58th Class County- R&T 1604

July 1,

Audit of Veterans' Exemptions by Auditor - R&T 280

Auditor Delivers Secured Roll to Collector - V2-R&T 2855

Board of Sups to Publish Appeals Period Notice - R&T 1601

Copy of Assessment Roll to Cities of 2nd-58th Class Counties - R&T 647

Defaulted Property, Tax Collector Notice of - V2-R&T 3362

Inform Assessee of Value Increase - R&T 619

Inform SBE of Value of Property Receiving HEX - R&T 1367

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Provide Dept of Aeronautics W/County Aircraft Data - V2-R&T 5366

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Tax Agency Consolidation - R&T 38

July 2,

1st Day to File Main Roll Appeal - R&T 1603, LTA 91/53, 95/36

To September 15, Appeal Filing Period, Secured and Unsecured Roll - R&T 1603; LTA 91/53, 95/36

To November 30, Appeal Filing Period, Secured Roll - R&T 1603; LTA 03/015, 04/013, 04/026, 05/021, 05/030

July 5, Account to Auditor for Money Collected - V2-R&T 2616 July 15,

Auditor Certifies Timber Tax Revenue to Controller - V2-Gov 27423

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Estimates of SBE Assessed Value to Auditors by - R&T 755

First Day to Inspect SBE Roll - R&T 755

State Controller Notified of Timber Rev by Auditor - V2-Gov 27423

July 16, Appeal Boards Meet in 2nd-58th Class Counties - R&T 1604 July 20,

File Declaration of Intent to Petition After SBE Val Notice, to - R&T 731

Petition for Reassessment to be Filed by - LTA 03/017

Prior to Appeal Hearing, Minimum for Filing Exchange of Information - R&T 731

July 25, Tax Collector Statement of Transactions to Auditor - V2-R&T 2616 July 31,

HCD Reports New Mobilehome Owners to Assessors - R&T 5841

SBE Adopts Assessment Rolls/Transmits to Auditors - R&T 756

SBE to Hear Petition Appeals of Unitary/Non-Unitary Val - LTA 90/02

Timber Tax for 1 Apr-30 Jun Period Due - V1-Timber 38401

June 1.

Auditor Delivers Certified Secured Roll to Collector - R&T 2855

SBE Notifies Assessor of Welfare/Vets Eligibility - R&T 254.5

To 4 June, Delivery Period of Delinquent Roll - V2-R&T 2626-27

June 3, Home Damaged/Destroyed by Flood in 2004 - R&T 218(f)

June 4. Auditor Delivers Delinquent Roll to Collector - V2-R&T 2626-27

June 5, Account to Auditor for Money Collected - V2-R&T 2616

June 8, Notice of Impending Default Published - V2-R&T 3351-53, 3361, 3371 June 15,

Assessor Provides Description of Property 4 Tax Sale - V2-R&T 3691.3

Welfare/Vets Exemption Findings to Assessor by SBE - R&T 254.5

June 27, Statement of Transactions, Tax Collector to Auditor - V2-R&T 2616 June 30.

HCD Reports New Mobilehome Owners to Assessors - R&T 5841

Last Day for Assessor to Notify SBE of HEX Prop Value - R&T 1367 Last Day to,

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File Disabled Veteran Termination Notice - R&T 278

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La Quinta, City of, Allocation of Revenues - V2-STATS 1983 Ch 53 Laborer Housing, Open Space Land - V2-Gov 51238, 51238.5 Open Space Valuation - R&T 428 Lack of Appearance, Assessment Appeal Hearing - Rule 313(a) Land, and Improvements, Separate Assessment - CAC XIII-13, R&T 607, V2-R&T 2188-2188.6, 2821-2823 City Lot Description - R&T 324 Classification Examples - Rule 124 Classification, Legislative Analyst's Report on - V2-R&T 2229 Combination of, if in Multiple Revenue Districts - R&T 606 Covered by Multiple Tax Rate/Revenue Districts - R&T 606 Debts Secured by, Exempt - CAC XIII-3 Defined - R&T 103, 104, 105, 110, 401, Rule 121 (See also Rule 124) Description - R&T 322-327 Description on Roll - R&T 610 Enforceably Restricted, Open Space Valuation - R&T 423.3, 426, 430.5 Federal Survey Description - R&T 324 Government Survey Description - R&T 322 Hazardous Waste Property, Designated as - V2-H&S 25229 In Multiple Revenue Districts/Tax Rate Areas, Separate Assessment & Combination - R&T 606 Leased by Church - R&T 206.2 Leased to, Community College - R&T 214.6 Government, and Government Entities - R&T 214.6 State by Irrigation District, Parks/Recreation - V2-STATS 1969 Ch 1046 State Universities - R&T 214.6 Leased, Separate Assessment of - V2-R&T 2188.4 Leased, Tax Reductions - R&T 202.2 Legal Description Filing Requirements - R&T 456, 467 Legal Description for Assessment Purposes, General Provisions - R&T 321 Legal Description, Assessors' Maps - R&T 327 Failure to File, Court Citation - R&T 457, 459.5 Taxing Agency Filing Requirements - R&T 467 Local Government, outside Its Boundaries - CAC XIII-11 Local Government, Taxation - CAC XIII-11 (See also Section 11) Metes & Bounds Description - R&T 328 Multiple Revenue Districts/Tax Rate Areas, Separate Assessment & Combination - R&T 606 Official Map Description - R&T 325 Owner Map Description - R&T 326 Ownership Separate from Improvements - V2-R&T 2188.1, 2188.2 Possessory Interest Tax Rates - CAC XIII-12 Public, Cancellations of Assessments - V2-R&T 5026-29, 5061-64 Reasonable size, of, Defined Base Year transfers - R&T 69.5 Restricted, Wildlife Habitat Contract - R&T 423.8 Secured Debts, Exempt - CAC XIII-3 Separate Assessment from Improvements - CAC XIII-13, R&T 607, V2-R&T 2188-2188.6, 2821-2823 Separate Assessment of Leased Land - V2-R&T 2188.4 Separate Ownership, Statement of - V2-R&T 2188.2 Situs of Property - Rule 204 Spanish Grant Description - R&T 323 Surveying on Court Order - R&T 458, 459, 459.5 Taxation of - CAC XIII-3 Unpatented, Assessment of - R&T 403 Use Restrictions, Affect on Assessment - R&T 402.1 Valuation of, under Wildlife Habitat Contract - R&T 423.8 Land of Reasonable Size, Defined, Base Year Transfer, Revised - R&T 69.5(g)(3)&(4) Land Conservation Act, Generally - R&T 402.1, 421-430.5, Rules 51-54, V2-Gov 51070-51097, LTA 05/016 (See also LCA) Land Sales, Comparables not Later than 90 Days from Lien Date - R&T 402.5 Land Secured Debts, Exempt - CAC XIII-3 Land Stewardship Program Act of 1995, Agricultural - R&T 421.5, 422.5, V2-PRC 10200-10277 Land Use Restrictions, Hazardous Waste - R&T 402.1-3, V2-H&S 25202.2, 25229

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Club Memberships - Rule 472

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Standard Abbreviations Used In The Property Tax Law Guide Index

[Brackets] - Indicates a reference not located in the PTLG

AB - Assembly Bill

ACA - Assembly Constitutional Amendment

Addn. - Addition

Adj. - Adjust, or Adjustment

Admin. - Administrative, Administration

AH - Assessors' Handbook

Assmnt. - Assessment

B&C - Bank and Corporation Tax Laws, Blue Tab section, Volume 1

B&P – Business and Profession Code, Gold Tab section, Volume 2

Bd. - Board

BIX - Builder's Inventory Exclusion (R&T section 75.12, New Construction Exclusion)

BLM - Bureau of Land Management

BPS - Business Property Statement

BYT - Base Year Transfer

BYV - Base Year Value

CAC - California Constitution, Volume 1

C.A.C. - California Administrative Code, Hearing Procedure Rules (HPR-V1)

CAO - County Assessors Only letter

CC - Commercial Code

CCPI - California Consumer Price Index

Cert. - Certificate, Certified, or Certification

CIO - Change in Ownership

CIOS - Change in Ownership Statement

Civ - Civil Code, Gold Tab section, Volume 2

Co. - County, or company

Coop. (Co-op.) - Co-operative

Condo. - Condominium

Corp - Corporations Code, Gold Tab section, Volume 2

CP - Civil Proceedings (Code)

CSU - California State University

Dept. - Department

Dist. - District

DMV - State Department of Motor Vehicles

Doc. - Document(s), or Documentary

DTTA - Documentary Transfer Tax Act, Blue Tab section, Volume 1

ED - Education Code, Gold Tab "Other Code" section, Volume 2

EDP - Electronic Data Processing

ELEC - Elections Code

Est. - Estimated

Et seq. - Et Sequitor; and following in sequence

Et ux - and wife (or spouse)

Etc. - Et Cetera; and other similar things

EX - Exemption

Exempt - Exempt or Exemption

F&A - Food & Agriculture Code (Not in PTLG)

F&G - Fish and Game Code

FCV - Full Cash Value

FMV

Fn. (or fn) - Footnote

GITF - Geographic Information Task Force

Gov - Government Code Provisions, Green & Gold Tab sections, Volume 2

Govt. - Government

H&S - Health & Safety Code, Gold Tab "Other Code" section, Volume 2

HCD - State Department of Housing & Community Development (Mobilehomes)

HEX - Homeowner's Exemption

HPR - Petition & Hearing Procedure Regulations, Green Tab, Volume 1

HUD - Housing and Urban Development (Federal Agency)

Hwy - Highway

Info. - Information

INS - Insurance Code (Not in PTLG)

IRS - Infernal Revenue Service

K - 1000 units of measure

LCA - Land Conservation Act, Open Space Land, Green Tab section, Volume 2

Leg. - Legislature, or Legislative

LEOP - Legal Entity Change-in-Ownership Program (SBE monitored)

Lic. - License

LPT - Local Property Taxation of Mobilehomes

LTA – Letter to Assessors (SBE generated, designated by year/number [i.e. 90/02])

Ltr. - Letter

Max. - Maximum

Min. - Minimum

MUD - Municipal Utility District

NC - New Construction

O&G - Oil & Gas

ORE - Office of Real Estate Appraisal (CA Department of Transportation)

Org. - Organization

PCOR - Preliminary Change in Ownership Statement

PIT - Personal Income Tax; Personal Income Tax [R&T Codes], Blue Tab section, Volume 1

Pers. - Personal

PERS - Public Employees Retirement System

PI - Possessory Interest

PRA - Public Record Act, Govt. Code (Not in PTLG)

PRC - Public Resources Code, Gold Tab section, Volume 2

PRCT - Private Railroad Car Tax Law, Blue Tab section, Volume 1

Prelim. - Preliminary

Prep. - Prepare, or Preparation

Prop. - Property; Proposition

PTLG - Property Taxes Law Guide

PUC - Public Utilities Code (Not in PTLG)

PUD - Planned Unit Development

Pvt. - Private

R, (R) - Repealed

R&T - Revenue & Taxation Code; Volume 1 if not otherwise indicated; Volume 2 if specified

Re: - In reference to, in regards to

Rehab. - Rehabilitation

Rev. - Revenue

RP - Real Property

RR - Railroad

RR CAR - Private Railroad Car Tax Law, Blue Tab section, Volume 1

Rule - Property Tax Rules of State Board of Equalization, Purple Tab, Volume 1

S&H - Streets & Highways Code, Gold Tab section, Volume 2

SB - Senate Bill

SBE - State Board of Equalization

SCA - Senate Constitutional Amendment

Sec - Secured, or Section

SECTION 11 - Section 11 of Article 13 of the California Constitution

Sep. - Separate

SFR - Single Family Residence

STATS – 1. Supplemental Acts (statutes of specified years), Pink Tab section, Volume 2

2. Validation Acts of Tax Agencies, Pink Tab section, Volume 2

Supp. or supl. - Supplemental

TEA - Tax Equity Allocation

Timber - Timber Yield Tax, Blue Tab section, Volume 1

TPZ - Timber Production Zone

TRA - Tax Rate Area

TYT - Timber Yield Tax, Blue Tab section, Volume 1

UC - University of California

USPAP - Uniform Standard of Appraisal Practice

USC - United States Code, Federal Law

V - Volume

V1 - Volume 1 of the Property Taxes Law Guide

V2 - Volume 2 of the Property Taxes Law Guide

V3 - Volume 3 of the Property Taxes Law Guide

Val. - Value, or Valuation

VEH – 1. Vehicle Code Provisions, Gold Tab "Other Code" section, Volume 2

2. Vehicle License Fees, Blue Tab section, Volume 1

Vet(s). – Veteran(s)

Vol. - Volume

W/ - With

Water - Water Code, Gold Tab "Other Code" section, Volume 2 XIII - Article 13 of the California Constitution, Volume 1 XIIIA - Article 13-A of the California Constitution, Volume 1